

FINANCE/COLLECTIONS

The Tax Collection Department continues to offer property taxpayers the ability to have tax and sewer payments withdrawn from their checking or savings accounts. Payments are withdrawn on the bill due date. For taxpayers who prefer to budget their tax and sewer payments, the City will withdraw funds on the second Wednesday of every month. The Collection's Department also accepts online credit card payments which can be accessed on the City website.

Vachon, Clukay & Co., P. C., of Manchester, New Hampshire, conducted the annual fiscal year-end audit again this year.

During fiscal year 2017, the Finance Department issued 4,237 semi-annual real estate tax bills totaling \$15,165,219.00. The Department of Revenue (DRA) set the tax rate in November of 2016 at a rate of \$39.19. The Department also issued 3,392 annual sewer bills which totaled

\$1,785,868.00. The number of motor vehicle registrations issued by the City increased this year by 24 registrations to 9,638 with the City collecting \$1,299,479.00.

There was a total of 1,277 dump passes issued during fiscal year 2017.

The Finance Department also processes weekly payrolls and provides Human Resource Benefits for the City's 135 regular full and part time employees.

Assistant Comptroller: Jan Gagnon
Senior Collections Clerk: Kris Davis
Collections Clerk: Heidi Gray
Payroll/Benefits: Sherry Young
Accounts Payable Clerk: Natalie Croteau

Respectfully submitted,

Patricia A. Chase
Finance Director/Tax Collector

City of Berlin Residential Passes are available at the City Hall Registrations/Finance Office:

- Free Permit: With your current vehicle registration obtained at the City of Berlin, you will receive a Free residential permit. Only one free permit per household once per 'calendar year' is allowed.
 - The **Free Permit includes a white copy (your receipt)** that never expires which can be used for a limited list of items. It also **includes a yellow one-day pass** which can be used in the Landfill Container Designated Drop-off Area for other items.
- Purchasing additional permits: A current vehicle registration obtained at the City of Berlin is required to purchase the standard AVRRDD quadruple form (\$20) which **includes a white copy(your receipt)** to be used for a limited list of items, and **4 additional colored one-day passes** to be used at the Landfill Container Designated Drop-off Area for other items. Each household may only purchase one every '12 months'.